

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

67

June 24, 2003

FROM: **RAYMOND B. WINGERD**, Chief Probation Officer
 Probation Department

SUBJECT: **CONTRACT AMENDMENTS FOR DAY REPORTING CENTER SERVICES**

RECOMMENDATION:

1. Approve amendments with the following agencies for Day Reporting Center services in the amount of \$107,215, extending contract services to June 30, 2004.

<u>Agency</u>	<u>Contract No.</u>	<u>Amount</u>
Family Service Agency	01-811 A-3	\$ 49,500
Lutheran Social Services of Southern California	02-1173 A-1	\$ 19,590
High Desert Child, Adolescent, Family Services Ctr	02-1172 A-1	\$ 10,650
One 2 One Mentors	02-1174 A-1	\$ 27,475
		<u>\$107,215</u>

2. Approve amendments with the following agencies for Day Reporting Center services by extending existing contract services to June 30, 2004.

Victor Valley Domestic Violence	01-812 A-2
Hope Through Housing Foundation	02-1169 A-1
Merrill Community Centers	02-1170 A-1

BACKGROUND INFORMATION: The Juvenile Justice Crime Prevention Act of 2000 (CPA 2000), provided approximately \$5.9 million in State funding for FY 2000-01, to develop a Comprehensive Multi-agency Juvenile Justice Plan (CMJJP) to address juvenile crime prevention and intervention needs within the County. Shortly thereafter, the Juvenile Justice Coordinating Council (JJCC) was established to develop such a plan. The Board of Supervisors approved the plan on February 27, 2001, and the State Board of Corrections approved the plan on March 2, 2001.

On March 13, 2001, the Board of Supervisors approved a Request for Proposals (RFP) to solicit agencies to provide delinquency intervention and prevention services in three regions of the county (West Valley, Victorville, and San Bernardino) at Day Reporting Centers operated by the Probation Department. A Day Reporting Center (DRC) is a regional facility that provides comprehensive services in a daily structured environment for Probation-referred minors. Solicited group classes and services included one or more of the following:

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|--------------------------|---------------------------|
| ▪ Anger Management | ▪ Healthy Teen Mother |
| ▪ Conflict Resolution | ▪ Life Skills Development |
| ▪ Employment Preparation | ▪ Parenting |
| ▪ Family Counseling | ▪ Self-esteem Building |
| ▪ Gang Avoidance | ▪ Substance Abuse |
| ▪ Health Education | ▪ Victim Awareness |

Page 1 of 3

Record of Action of the Board of Supervisors

67

**BOARD OF SUPERVISORS
CONTRACT AMENDMENTS FOR DAY REPORTING CENTER SERVICES**

June 24, 2003

Page 2 of 3

67

Family Service Agency and Victor Valley Domestic Violence were two of three initial agencies whose contracts were approved by the Board of Supervisors on July 31, 2001 to provide such services. The other agency has since withdrawn from providing initial services.

In September of 2001, a second allocation of \$5.8 million was received for ongoing expenses and the development of additional program services for FY 2001-02. Accordingly, JJCC formed a community-based organization (CBO) subcommittee and approved funding on April 4, 2002 to expand existing services to include providing 1) tutoring services, 2) specialized counseling services, and 3) general counseling and enrichment/recreation programs at facilities operated by CBOs, in addition to those offered at DRCs.

Due to the varied nature of these services, one Request for Proposals (RFP) and two Requests for Qualifications (RFQ) were utilized to solicit CBO services for these three service types. Human Services System (HSS) conducted the competitive procurement process, and on July 16, 2002, the Board of Supervisors approved release of the RFP for the services referred to as general counseling and enrichment/recreation programs. (Contract amendments with agencies for tutoring and/or specialized counseling services will be addressed separately.)

During the RFP process, Probation was able to identify resources in all districts of the County except for the West Valley. When the Board approved the contract with Family Services Agency (FSA) on July 31, 2001, it was anticipated that FSA would only provide these services at any of three regional area DRCs in the County. However, since then the Department has experienced extended delays in securing the West Valley DRC facility. As a result, minimal services were available in the West Valley. For this reason, the Department approached FSA again and asked whether it would also provide "off-site" services at locations other than regional DRCs. Consequently, on November 5, 2002, the Board of Supervisors approved amending the current contract with Family Services Agency of San Bernardino to include providing "off-site" services to allow an appropriate level of service to be available in the West Valley.

The Board of Supervisors approved contracts in response to this second RFP process on November 5, 2002 with six agencies, five of which are recommended for a contract amendment. The sixth agency has since withdrawn from renewing program services. Recommendation No. 1 requests approval for amending contracts with the four agencies identified for continuing to provide delinquency intervention and prevention services in the amount of \$107,215, extending services through June 30, 2004. Recommendation No. 2 requests approval for extending services through June 30, 2004.

In March 2003, a third allocation of \$5.9 million, intended for FY 2002-03, was received for ongoing program services. Due to late program start up in FY 2000-01 and late program allocations each year thereafter, State funding received for a given fiscal year is available for use through the following fiscal year, as approved by the Board of Corrections. Therefore, subsequent year programming has been funded primarily with previously received State allocations. The Department has until June 30, 2004 to use funding received in March 2003 and originally intended for FY 2002-03, to utilize for program services for FY 2003-04.

The funds for these contracts represent CPA 2000 funds encumbered in FY 2002-03. The State Board of Corrections in agreement with the State Controller's office encumbrance guidelines allows the use of CPA 2000 funds in the next Fiscal Year when funds have been encumbered by the end of the current fiscal year. Therefore, the total of these contracts in the amount of \$107,215, represents FY 2002-03 CPA 2000 funds encumbered for use in FY 2003-04.

All services are monitored and measured for success rates by the Probation Department as mandated under the original legislation of Assembly Bill 1913, herein referred to as CPA 2000.

REVIEW BY OTHERS: This item has been reviewed by Human Services System (Lori Ciabattini, Administrative Supervisor) on June 12, 2003; County Counsel (Dawn Stafford, Deputy County Counsel) on June 17, 2003; and the County Administrative Office (Vicki Kratzke, Administrative Analyst) on June 17, 2003.

67

**BOARD OF SUPERVISORS
CONTRACT AMENDMENTS FOR DAY REPORTING CENTER SERVICES**

June 24, 2003

Page 3 of 3

67

FINANCIAL IMPACT: The cost of all services provided by the contracts to CBOs and the Probation Department's monitoring costs will be funded from CPA 2000 funds, and will not impact the County General Fund. The money for continued funding is on deposit in a special revenue fund. The appropriations and revenues have been incorporated into the budget for FY 2003-04.

The May 14, 2003 revision to the Governor's proposed 2003-04 budget does not recommend eliminating CPA 2000 funding.

Cost Reduction Review: The County Administrative Office has reviewed this agenda item and concurs with the department's recommendation that these contracts be amended to allow these agencies to continue to provide delinquency intervention and prevention services.

SUPERVISORIAL DISTRICT(S): All

PRESENTER: Mel Rinewalt, Deputy Chief Probation Officer, (909) 387-5855

67